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RULES, ORDERS,

A N D

REGULATIONS,

FOR THE

BETTER GOVERNMENT of the POOR

IN THE

Poor's House at BULCAMP. /



I P S W I C H:

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ORDERS

ON

OF

AMR.



for

RULES, ORDERS, &c.

I. **T**HAT the Governor do admit no poor Person into this House, unless such Person shall produce a Certificate in Writing, under the Hands of the Churchwardens and Overseers of some Parish within the Hundred where such Person claimeth a Settlement, certifying that such Person hath a legal Settlement within that Parish, and that they are not able to maintain and support themselves; and if the Officers of any Parish are doubtful concerning the legal Settlement of such poor Person, they are to certify their Doubts to the next Weekly Committee, and, if thought necessary by them, the said Churchwardens and Overseers are immediately to carry such poor Person before one of His Majesty's Justices of the Peace, acting within the said Hundred, to be examined, and passed to the Place of Settlement, if it be found to be elsewhere.

II. **T**HAT the Governor shall in no Case place any Persons in the Wards till they be

carefully examined, washed and cleaned, and new cloathed, if it be necessary: And in that Case he is to cause the old Cloaths to be well cleaned; and if such poor Persons be likely to be discharged from the House, their old Cloaths are to be kept until they be discharged, and then delivered to them to wear, in Exchange for the Cloaths found by the House.

III. THAT the Governor and Matron do keep Peace and good Order in the House, and permit none to fight, quarrel, or give abusive or rude Language, without Punishment.

IV. THEY are to keep all the able Poor to such Work or Employment as they are fit for, and call them to it by Ring of Bell at the Hours following; from *Lady-Day* to *Michaelmas* from Six in the Morning to Seven in the Evening; from *Michaelmas* to *Lady-Day*, from Seven in the Morning to Six in the Evening; and they are to allow them half an Hour for Breakfast, and an Hour and half for Dinner and Play in the Summer-time, and an Hour for those Purposes in the Winter; to oblige the Children to play abroad if the Weather will permit, and to allow them a sufficient Time for learning to read.

V. THAT they make ready the Provisions in a clean and wholesome Manner, and see that Breakfast be ready by Nine o'Clock, Dinner at One, and Supper against the Workers leave work.

VI. THAT they cause Grace to be said both before and after Meat, keep all the Rooms neat and clean, see them swept every Day, and washed as often as they can conveniently have it done : That they cause the Windows to be set open every Day, except in rainy Weather, and suffer no Victuals to be eaten out of the Dining-room, except by the Sick.

VII. THAT they keep the Children's Heads and Hands clean, and all the Cloaths and Beds, and deliver to every one clean Linnen on *Saturday* Evening, and take in their foul on *Sunday* Morning.

VIII. THAT they see all to Bed by Nine o'Clock in the Summer, and Eight in the Winter; be careful to see all Candles and Fires out, except in the Sick Wards, and suffer no Person on any Account to smoke in the Bed-rooms, or above Stairs.

IX. THAT no Persons be admitted to see the Poor in this House, without a Note under the Hand of a Director or Acting Guardian; nor any Poor be permitted to

go out, without Leave first had in Writing from the Governor, and confirmed under the Hand-writing of one of the Weekly Committee.

X. THE Governor to read Prayers, or cause them to be read, every Day, in the Morning before ringing the Working-bell, and in the Evening after Supper, and every *Sunday* Morning between the Hours of Eight and Ten o'Clock the Names of all the Poor shall be called over, and all the Absenters punished at the Discretion of the next Weekly Committee.

XI. THE Governor is to appoint Nurses and Servants to do the necessary Business of the House, who, if they behave well, and be recommended by him, will be encouraged or advanced by the Weekly Committee: He shall also see the Provisions cut out and properly delivered, take Care there be no Waste made, nor any Bread cut under a Day old.

XII. THE Governor and Matron shall execute all Orders made by the Directors and Acting Guardians at their Quarterly Meetings, and likewise every such Order as they shall receive from the Weekly Committee; the same being first entered in the Com-

Committee-book, and signed by the Members present at making it.

XIII. THE Governor shall, on the *Monday* in every Week, give an Account of all Provisions received and expended in the Week preceeding, to the Committee; and likewise of all Work done at the House, and make his Complaint to them of all the Persons misbehaving under him, and their several Offences: And at all Times in the Committee-room a Book shall lie open, with Pen and Ink near it, that in Case any Guardian, or other Person visiting the House occasionally, shall perceive any thing amiss, or can suggest any new Proposal for the better conducting this Undertaking, he may write his Thoughts or Observations therein, that the Weekly Committee may consider the same, and report it to the next Quarterly Meeting, if they think proper.

XIV. THE Governor is to keep a Book, in which he is to enter the Admission of every poor Person admitted into this House, expressing their Names, Age, Place to which they belong, by whom sent and certified, and the Day when admitted, with blank Columns to be filled up with the Time and Manner of their being discharged.

XV. THAT the Matron do deliver out the Soap and Candle, and see all the Linnen washed and got up, that the Beds may be sheeted once a Month; and that no Linnen be hung to dry in any of the Lodging Wards.

XVI. THAT the Nurses take Care to make and mend all the Linnen and Cloaths, and when any Person dies, to deliver his or her Cloaths, clean and neat, to the Governor, to be laid up in the Wardrobe, and also every thing else they died possessed of belonging to the Corporation, for the Use of the House; and he is to deliver an Inventory thereof to the next Weekly Board.

XVII. WHEN any Person falls sick or lame, Notice to be given by the Governor to the Apothecary or Surgeon with convenient Speed, and that proper Diet be allowed, and Care taken of the Patient.

XVIII. THAT no Pension be allowed out of the House, unless in Cases of extreme Necessity, and so certified under the Hand of the Parishioners at a Parish-Meeting to be called for that Purpose, and allowed of by the Weekly Committee.

XIX. THAT there be a School in the House, where all Children above Three Years of Age shall be kept till they shall be

Five Years old, and then set to Spinning, and such other proper and beneficial Work as they are able to perform.

XX. THAT the Orders delivered to the Governor be publickly read once in every Week, that none may plead or pretend Ignorance.

XXI. THAT such Girls as are of a proper Age be employed and instructed (as far as the Matron and Servants belonging to the House are capable of teaching them) in Cookery, Housewifery, Washing, Scouring, and all other Work, to qualify them for Service.

XXII. THAT the Governor provide Wormwood from Time to Time to fumigate the Rooms, which is also to be used in washing Linnen, and in the Beds; and the Matron is to take Care that the Nurses lay it in all the Bed-sheets.

XXIII. THAT an exact Account be kept in a Book of all Household-goods, Cloaths and Linnen belonging to the Workhouse, &c.

XXIV. THAT neither the Governor nor Governess buy or sell, or suffer any distilled Liquors to come into the House.

XXV. THAT the following Bill of Fare be punctually observed by the Master and

Mistress, until any Alterations be made therein by the general Court.

B R E A K F A S T.

<i>Sunday,</i>	Bread and Cheese or Butter.
<i>Monday,</i>	Meat-broth.
<i>Tuesday,</i>	Milk-broth.
<i>Wednesday,</i>	Meat-broth.
<i>Thursday,</i>	Bread and Cheese or Butter.
<i>Friday,</i>	Meat-broth.
<i>Saturday,</i>	Bread and Cheese or Butter.

D I N N E R.

<i>Sunday,</i>	Boiled Beef, Dumplin & Roots.
<i>Monday,</i>	Peas-pottage, with Beef-broth and Dumplin
<i>Tuesday,</i>	Boiled Beef, Dumplin & Roots.
<i>Wednesday,</i>	Rice-milk or Milk-broth.
<i>Thursday,</i>	Boiled Beef, Dumplin & Roots.
<i>Friday,</i>	Baked Suet Pudding.
<i>Saturday,</i>	Hot Cakes.

S U P P E R.

<i>Sunday,</i>	Bread and Cheese or Butter.
<i>Monday,</i>	Ditto.
<i>Tuesday,</i>	Ditto.
<i>Wednesday,</i>	Ditto.
<i>Thursday,</i>	Ditto.
<i>Friday,</i>	Ditto.
<i>Saturday,</i>	Ditto.

XXVI. THAT the Tradesmen employed in serving the House of Industry, do always send Notice of the Weight and Prices of their Goods, which are to be filed by the Governor, as soon as he has made proper Entries of the said Goods in the Books of the House; and if they deliver bad Goods, immediate Notice to be given of it to the Acting Directors and Guardians.

XXVII. THAT special Care be taken to prevent the Children making Waste in their Provisions, or in the Materials with which they are employed to work; and that this Article be particularly enquired into by the Governor.

XXVIII. THAT for the Encouragement of those who shall discharge the Business they are appointed to do, with Care and Diligence, Rewards shall be given them from Time to Time, as the Board shall judge of their Merit.

XXIX. THAT the several Nurses in whose Ward any Person shall die, do immediately acquaint the Governor therewith, who shall cause the Corpse in due Time to be brought into the proper Place, and there laid out, and a Coffin and Shroud directly provided.

XXX. THAT the Governor and Matron do not, upon any Pretence whatsoever, suffer any poor Person belonging to the House to drink Tea therein, except on *Sundays*, and that to be at their own Expence.

XXXI. THAT the Governor do every *Monday* Morning lay before the Weekly Committee, an Account of all Materials sent in for the Employment of the Poor, and the Work done by them; and shall every Quarter make out, and lay before the Directors and Guardians, at their Quarterly Meeting, a general Account of the Quantity and Price of such Materials, and of the Work manufactured, with the neat Profit of the same; and that no such Work be disposed of without an Order from the Weekly Board.

XXXII. THAT he cause the Linnen to be marked with a Stamp, with the Letters B. H. and take Care to peruse and file all Bills of Parcels.

XXXIII. THAT the Governesses do distribute Barley, Flour, Milk, Rice, and other Necessaries, to such sick Persons and young Children as the Apothecary or Surgeon shall advise; and whilst they are under that Diet their common Allowance is to be stopped.

XXXIV.

XXXIV. THAT the Apothecary do attend the Weekly Board, from the Hour of Ten to Twelve, and give the Directors and Guardians an Account of such Poor as are under his Care. That he attend the Sick twice or oftener in a Week, and give them such Medicines and Prescriptions as their Case may require.

XXXV. THAT the Minister do read the Prayers used in the Church of *England*, and preach to the Poor of this House every *Sunday*, and read Prayers and catechise the Children every *Wednesday* or *Friday*, and visit such Sick as shall desire it.

XXXVI. IF any Person shall purloin, sell, or pawn any of the Goods or Provisions belonging to the House, such Person or Persons shall be carried before a Magistrate, to be dealt with according to Law.

XXXVII. THAT the Governor keep a just Account of all the Provisions received into the House, and duly weigh and keep an Account thereof, and how many Persons are provided for.

XXXVIII. THAT no Director or Directors, Acting Guardian or Guardians, or other Person or Persons shall at any Time, without the Assent and Concurrence of the Weekly Committee for the Time being,
give

give any Orders or Directions relative to the Employment, Maintenance, Relief, or Management of the Poor, which are or shall be within the Poor's House, or to any other Matter or Thing concerning the said Corporation.

XXXIX. THAT in Case of the Death or Abdication of a Governor, the Management of the House shall devolve upon the House Clerk, under the Direction and Inspection of the Weekly Committee for the Time being, until a General Meeting of the Directors and Acting Guardians can be called, of which, and the Occasion thereof, ten Days Notice shall be given by Advertisement in the IPSWICH Journal.

XL. THAT no Alteration shall be made in the Bye-Laws, Rules, Orders and Constitutions this Day settled, without the Assent of the Majority of the Directors and Acting Guardians, which shall be present at a Meeting to be for that Purpose held, of which, and the Occasion thereof, such Notice shall be given as directed in the preceding Clause.

RULES and ORDERS

To be OBSERVED by the POOR.

I. **T**HEY shall at all Times behave themselves peaceably and quietly: They shall not swear, curse, quarrel, or give rude Language; nor shall they be guilty of any lewd, immoral or indecent Behaviour, on Pain of losing their next Meal for the first Offence; and for the second, such other Punishment as the Weekly Committee shall direct.

II. THEY shall attend Prayers Morning and Evening, eat their Victuals orderly in the Dining-room, carry none out, nor depart till after Grace be said, on Pain of losing their next Meal.

III. THEY shall not strike or abuse the Governor, or Matron, or their Assistants, but shall obey them at all Times; and if they think themselves aggrieved, they shall make their Complaint to the Weekly Committee, who will examine into the Truth
of

of it, and redress them, if it be proper. But if any poor Person maintained in this House shall strike, or threaten or attempt to strike, abuse, or even behave disrespectfully to the Governor or Matron, or shall excite any Mutiny or Disturbance, or shall refuse to do the Work assigned them, the Governor shall for such Offence of striking, threatening or attempting to strike, immediately complain to the next Justice of the Peace, that the Delinquent may be dealt with according to Law, and for Abuse, disrespectful Behaviour, or refusing to do the Work assigned them, such Work being suited to their Age or Abilities, such Person or Persons, if under the Age of twelve Years, shall be punished by moderate Correction, or Abatement of Diet, or Distinction in Dress and Diet, at the Discretion of the next Weekly Committee, or if such Offendor be above the Age of twelve Years, that then he, she or they shall every Day wear a Jacket with Yellow Sleeves, and lose one Meal every Day, either Breakfast or Supper, till the next Weekly Meeting, when such Orders shall be taken with regard to such Delinquent, as to the major Part of the said Directors and Acting Guardians

dians present at the said Weekly Meeting shall seem meet.

IV. If any poor Person shall, during their Maintenance in this House, purloin, sell or pawn any of the Materials or Implements of Work belonging to the Corporation, or sell or pawn any of the Apparel with which they shall be cloathed at the Expence of the said Corporation, or shall run away from the said House with the Cloaths or Apparel provided by or belonging to the said Corporation, without the Leave of the major Part of the Directors and Acting Guardians present at a Weekly Meeting, upon Complaint being made thereof before a Justice of the Peace by any of the Guardians or by the Governor, such Justice of the Peace is by Act of Parliament required to issue a Warrant for the apprehending any such Offender, and for his or her first Offence to order the Person so apprehended, being convicted thereof, as therein directed, to be sent to the House of Correction for the County of *Suffolk*, and to be publickly whipp'd as soon as conveniently may be, and then to be discharged from the said House of Correction; and for the second Offence, every such Offender will be deemed and taken to be guilty of Felony, and, being legally convicted thereof,

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thereof, will suffer such Punishment as Persons convicted of Petit Larceny are liable to by the Laws now in being.

V. THEY are to take their clean Linnen from the Matron every *Saturday* Evening, and bring their foul Linnen to her every *Sunday* Morning.

VI. THEY are not to go out without Leave, nor stay beyond the Time allowed them, on Pain of losing their next Meal, and such other Punishment as the Weekly Committee shall inflict.

VII. THEY are to be all in Bed by Nine o'Clock in the Summer, and Eight in the Winter; and the Fires and Candles are to be put out before that Time.

VIII. THEY are not to smoke but in the Working-rooms, and by no means above Stairs, on Pain of severe Punishment.

IX. IF any of the Nurses, or other Persons employed in the Service of the House, go out without Leave of the Governor or Matron, they shall be severely punished.

X. IF any of the Poor presume to beg Money, or Drink, from any Person attending or coming to view the House, for the first Offence they shall be deprived of their next Meal; for the second set in the Stocks for six Hours; and for the third, undergo
such

such farther Punishment as to the Weekly Committee shall seem meet.

XI. THAT slothful People who pretend Ailments to excuse themselves from Work be properly examined, and if it appears they made false Excuses, then they shall be punished by Order of the next Weekly Committee.

XII. THEY are not to throw Water or other Things out of the Windows of the Poor's House, on Pain of severe Punishment.

XIII. PERSONS convicted of Lying to be set on Stools in the most publick Place of the Dining-room, and have Papers fixed on their Breasts, with these Words written thereon, INFAMOUS LYAR.

THE above-written Bye-Laws, Rules, Orders and Constitutions were made by the Directors and Acting Guardians of the said Poor, whose Names are hereto set, present at a General Meeting at the said Poor's House, the Eleventh Day of *March*, 1767.

J. Rous,
 Tho. Gooch,
 J. Leman,
 Geo. Golding,
 W. Leach,
 Dan. Jesup,
 Ja. Jermyn,
 Tho. Weston,
 John Ingham,
 Ja. Carter,
 Geo. Bitton,
 John Daniel,
 Dan. Copland,
 Ja. Hingeston,
 Fran. Swatman,
 John Beales,

Gab. Trusson,
 John Deeks,
 John Thompson,
 Wm. Browne,
 Mat. Kindred,
 Step. Reeve,
 John Reeve,
 Tho. Clarke,
 Robert Gurling,
 William Fisher,
 Rob. Reeve,
 Henry Browne,
 Tho. Bardwell,
 John Taylor,
 Henry Branch,

CLAUSE

CLAUSE of the ACT,

FOR THE

Better Relief and Employment of the Poor

In the Hundred of BLYTHING,

In the COUNTY of SUFFOLK.

‘ AND BE IT FURTHER ENACTED by
‘ the Authority aforesaid, That the
‘ said Directors and Acting Guardians shall
‘ have, and they are hereby declared to
‘ have full Power and Authority to make
‘ from Time to Time such Bye-Laws,
‘ Rules, Orders and Constitutions, as well
‘ for the better governing, employing and
‘ supporting the said poor Persons in the
‘ said Hundred, and for the carrying on
‘ any Trade that shall be set on foot for
‘ the Employment of the said Poor, and
‘ for other the Ends and Purposes of this
‘ Act,

‘ Act, and from Time to Time afterwards
 ‘ to repeal, alter or amend such Bye-Laws,
 ‘ Rules, Orders or Constitutions, as to
 ‘ them the said Directors and Acting Guar-
 ‘ dians shall seem meet; so that such Bye-
 ‘ Laws, Rules, Orders and Constitutions
 ‘ are not repugnant to the Laws of the
 ‘ Land.

‘ PROVIDED ALWAYS, that not less than
 ‘ Nine of the said Directors and Acting
 ‘ Guardians together (whereof Three at the
 ‘ least to be Directors) shall be present at
 ‘ every Meeting for such Purpose; and the
 ‘ major Part of them then present (of
 ‘ which major Part Three at the least shall
 ‘ be Directors) shall give their Assent to
 ‘ such Bye-Laws, Rules, Orders or Con-
 ‘ stitutions.’

As there may probably hereafter be some
 pious and well-disposed Persons, who may
 be inclinable to leave a Legacy or Legacies to
 the Poor’s House in this Hundred, but who
 for want of a proper Form may be under some
 Difficulty how to express such Bequest, it
 is thought convenient to insert the following
 Form.

“ *Item,*

“ *Item*, I give and bequeath to *A. B.*
 “ and *C. D.* the Sum of
 “ Pounds, upon Trust, to the Intent that
 “ they or either of them do within
 “ pay the same to the Trea-
 “ surer for the Time being of the Corpora-
 “ tion of the Guardians of the Poor within
 “ the Hundred of *Blything* in the County
 “ of *Suffolk*, for the Use and Benefit of
 “ the said Corporation.”

F I N I S.

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